STUDENT RECORDS DATA COLLECTION
Non-Participant in EIMS
End-of-Year Submission
2003-2004
Layout for Tab-Delimited File

Header Records (must include all records exactly as indicated)
SenderID=<3 digit Division Number of division submitting file (leading zero must be included, i.e. 001)>
CreateDate=<current date in mm/dd/yyyy format>
CreateTime=<current time in hh:mm:ss format>
EMAIL=<sender's e-mail address>
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DATATYPE=STUDENT_EOY
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"A" Record – fixed length			
Field Length	**Field Name**	**Contents**	**Required**
1	Record Type	Constant=A	Y
1	File Submission Type ID	Constant=3 (3=EOY Submission)	Y
4	Beginning School Year	Four-digit year for beginning of school	Y
3	Division Number	Leading zero must be included, i.e. 005	Y
1	EIMS Participation Flag	'Y' or 'N'. 'Y' represents those divisions that are currently participating in EIMS and 'N' represents those divisions who are not yet participating in EIMS.	Y

"B" Record – tab delimited (46 columns)			
Field Length	**Field Name**	**Contents**	**Required**
1	Record Type	Constant=B	Y
12	Unique Local Student Identifier	Unique identifier for each student	Y
3	Responsible Division Number	Selection from list of education agency numbers, (leading zero must be included, i.e. 001)	Y
4	Responsible School/Center Code	Selection from list of Virginia school numbers	Y
3	Serving Division Code	Selection from list of education agency numbers, (leading zero must be included, i.e. 001)	Y
4	Serving	Selection from list of Virginia school	Y

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Field Length	Field Name	Contents	Required
**"B" Record – tab delimited (46 columns)**		
	School/Center Code	numbers	
1	Active Status Code	A=Active I=Inactive N=Not Enrolled	Y
4	Entry Code	Blank (only if active status code is N) or selection from Entry Code list	Y
10	Entry Date	Blank (only if active status code is N) MM/DD/YYYY	Y
4	Exit/Withdrawal Code	Blank or select from list of exit/withdrawal codes	Y
10	Exit/Withdrawal Date	Blank or MM/DD/YYYY	Y
2	Racial/Ethnic Code	00=Unspecified 01=Am. Indian 02=Asian 03=Black 04=Hispanic 05=White 06=Native Hawaiian	Y
1	Gender Code	M=Male F=Female	Y
10	Birth Date	MM/DD/YYYY	Y
2	Grade Level Code	Blank or Select from the list of grade level codes	Y
1	Kindergarten Half-Day Flag	Y=Yes student attends half day N=No, student does not attend half day	Optional for EOY
3	Primary Disability Code	Blank or select from the list of disability codes	Y
3	Spec Ed Weekly Time %	Blank or Total percentage of time that the spec. ed. student spends each week with a special education teacher	Optional for EOY
1	Disadvantaged Status Flag	N=No, student is not disadvantaged; Y=Yes, student is disadvantaged	Y
2	Limited English Proficient Code	Blank or 11=Students receiving LEP services; proficiency level is 1; 12=Students receiving LEP services; proficiency level is 2;	Y

Field Length	Field Name	Contents	Required
		13=Students receiving LEP services; proficiency level is 3; 14=Students receiving LEP services; proficiency level is 4; 2=LEP and on monitor status - 1st year; 3=LEP and on monitor status - 2nd year; 4=Identified as LEP, but not receiving services; 5=1st year of Post Monitoring Status; 6=2nd year of Post Monitoring Status.	
4	Country of Birth Code	Blank or select from list of Country Codes	Optional for EOY
4	Home Language Code	Blank or select from list of Language Codes	Optional for EOY
1	Immigrant & Youth Status Flag	N=No, student not classified as an immigrant Y=Yes, student is classified as an immigrant	Optional for EOY
1	Refugee Flag	N=Not refugee Y=Yes, student is a refugee	Optional for EOY
1	Migrant Status Flag	N=No, student not classified Y=Yes, student classified	Y
1	Homeless Status Flag	N=No, not classified as homeless Y=Yes, classified as homeless	Y
1	Neglected/Delinquent Status Flag	N=No, student not neglected or delinquent Y=Yes, student classified as delinquent	Optional for EOY
4	Gifted Code	Select from the list of gifted codes	Optional for EOY
2	Title I Code	Blank=not Title I 01=Reading 02=Math 03=Reading and Math 04=Math and Health 05=Reading and Health 06=Math, Reading and Health 07=Math and Support Services 08=Reading and Support Services	Y

| "B" Record – tab delimited (46 columns)			
Field Length	**Field Name**	**Contents**	**Required**
		09=Math, Reading and Support Services 10=Math, Reading, Support Services and Health	
1	GED Program Code	Blank 1=GED 2=ISAEP 3=GAD	Y
1	International Baccalaureate Program Flag	N=Student is not in IB program Y=Student is in IB program	Y
2	Graduate/Other Completer Code	Blank or 01=Standard diploma; 02=Advanced Studies Diploma; 03=Special Diploma; 04=Certificate of Program Completion; 05=GED; 06=IB; 07=Modified standard diploma; 08=GED as part of ISAEP	Y
2	Graduation Plan Code	Blank or 01=4-yr college 02=2-yr college 03=other education plan 04=Military 05=Employment 06=None	Y
1	Advanced Placement Code	Blank or 1=Enrolled in AP class 2=Enrolled in AP and took AP exam 03=took AP exam	Y
1	Dual Enrollment Code	Y=Yes, student is taking one or more courses for college credit; N=No, student is not taking courses for college credit	Y
1	CTE Completer Flag	N=Student has not met requirements; Y=Student has meet the requirements	Y
1	CTE Tech Prep Completer Flag	N=Student has not met tech prep completer requirements; Y=Student has met tech prep	Y

Field Length	Field Name	Contents	Required
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"B" Record – tab delimited (46 columns)			
Field Length	**Field Name**	**Contents**	**Required**
		requirements	
1	CTE Course Flag	N=No, a state approved class has not been taken; Y=Yes, a state approved class has been taken	Y
2	Dropout Reason Code	Blank or 10=Achievement 20=Behavioral 30= Health 40=Family Reason 50=Financial Hardship 60=Employment 70=Moved 80=Maximum age 90=Expulsion	Y
1	Summer Dropout Flag	Y=student is a summer dropout; N=student not a summer dropout	Y
3	Aggregate Days Present	Number	Y
3	Aggregate Days Absent	Number	Y
1	Retention Flag	N=Promoted; Y=Retained	Y
1	Truancy Conference Flag	N=No conference scheduled Y=at least one conference held	Y
2	Tuition Paid Code	Blank or 01=Paid Tuition to Local Education Agency (LEA); 02=Paid Tuition to State Supported Institution; 03=Paid Tuition to Private Institution; 04=Paid Tuition to Regional Center; 05=Received Tuition from Another LEA; 06=Received Tuition from Other Source (parent, etc.) **(Used only for EOY 2002-2003)**; 07=Served Through CSA; 08=Tuition Waived (Optional Code) **(Used only for EOY 2002-2003)**; 09=Inter-State Compact Placement ;	Y

\"B\" Record – tab delimited (46 columns)			
Field Length	**Field Name**	**Contents**	**Required**
		10=Out of State Students: Contiguous State Offering Same Privileges to VA Students per 22.1-5; 11=Out of State Students: Contiguous State NOT Offering Same Privileges to VA Students per 22.1-5; 12 =Tuition Received from a Non-Contiguous State or US Territory; 15=Paid Tuition to a School Division Outside the Commonwealth of Virginia.	
2	Non-Public Student FTE	Blank, 10, 25, or 50. This is an implied decimal. .10=10; .25=25; .5=50	Y

Trailer Record
RecordCount=<number of A-B records included in this file (A record plus all B records)>